

After Action/Corrective Action

Regulatory Requirements

After Action/Corrective Action Reports

The legal authority for requiring after action/corrective action reports is found in state law and regulations as well as federal law as it pertains to the National Incident Management System. An After Action/Corrective Action Report serves the following important functions:

- Provides a source for documenting response and early recovery activities,
- Identifies problems and successes during emergency operations.
- Analyzes the effectiveness of the different components of SEMS.
- Describes and defines a plan of corrective action for implementing recommended improvements to existing emergency response efforts.

After Action/Corrective Action Report Form

Suggested After Action/Corrective Action Report Template for collecting findings related to disaster/events.

[\(AAR Template\)](#)

Laws and Regulations

State Law: Emergency Services Act

After Action Reports are required by the Emergency Services Act, Article 9.5 – Disaster Preparedness, Government Code Section 8607(f). This section states:

8607 (f) The office shall, in cooperation with involved state and local agencies, complete an after action report within 120 days after each declared disaster. This report shall review public safety response and disaster recovery activities and shall be made available to all interested public safety and emergency management organizations.

The link to Government Code Section 8607 can be accessed via this link:

[http://www.oes.ca.gov/Operational/OESHome.nsf/PDF/State%20Gov.%20Code/\\$file/StateGovtCode8607.pdf](http://www.oes.ca.gov/Operational/OESHome.nsf/PDF/State%20Gov.%20Code/$file/StateGovtCode8607.pdf)

The complete Emergency Services Act can be accessed using the following link:

[http://www.oes.ca.gov/Operational/OESHome.nsf/PDF/California%20Emergency%20Services%20Act/\\$file/ESA-all8-06-final.pdf](http://www.oes.ca.gov/Operational/OESHome.nsf/PDF/California%20Emergency%20Services%20Act/$file/ESA-all8-06-final.pdf)

State Regulations:

The supporting Standardized Emergency Management System (SEMS) regulations under Title IX, Division 2, Chapter I, Section 2450(a). Reporting Requirements states:

2450 (a) Any city, city and county, or county declaring a local emergency for which the governor proclaims a state of emergency, and any state agency responding to that emergency shall complete and transmit an after action report to OES within ninety (90) days of the close of the incident period as specified in California Code of Regulations, Title 19, Section 2900 (j).

The complete SEMS regulations can be accessed using the following link:

[http://www.oes.ca.gov/WebPage/oeswebsite.nsf/ClientOESFileLibrary/Recovery%20-%20Public%20Assistance%20Section%20/\\$file/Division%202,%20Chapter%201%20SEMS.pdf](http://www.oes.ca.gov/WebPage/oeswebsite.nsf/ClientOESFileLibrary/Recovery%20-%20Public%20Assistance%20Section%20/$file/Division%202,%20Chapter%201%20SEMS.pdf)

SEMS Guidelines related to After Action/Corrective Action Reports:

Additional information regarding the completion of After Action Reports can be found in the Standardized Emergency Management System (SEMS) Guidelines under Part III Supporting Documents, After Action Reports. These Guidelines provide the process for developing after action reports for local governments and state agencies, including OES' role in developing a statewide after action report. An After Action Reports serves the following important functions:

- Provides a source for documenting response and early recovery activities,
- Identifies problems and successes during emergency operations.
- Analyzes the effectiveness of the different components of SEMS.
- Describes and defines a plan of corrective action for implementing recommended improvements to existing emergency response efforts.

The complete SEMS Guidelines can be accessed using the following link:

[http://www.oes.ca.gov/Operational/OESHome.nsf/PDF/SEMS%202006%20Guidelines/\\$file/2001-PartIII-AAR.pdf](http://www.oes.ca.gov/Operational/OESHome.nsf/PDF/SEMS%202006%20Guidelines/$file/2001-PartIII-AAR.pdf)

Federal law (National Incident Management System) related to After Action Reports/Corrective Action Requirements

One of the National Incident Management System (NIMS) requirements is the identification of corrective actions. Corrective Actions should be identified as part of an after action report for any emergency event or federal exercise. Corrective actions are an integral part of the preparedness activities in NIMS, which require corrective action. The federal requirements are:

- Incorporate corrective actions into preparedness and response plans and procedures.
- Revise and update plans and standard operating procedures to incorporate NIMS and National Response Plan components, principles and policies, to include planning, training, response, exercises, equipment, evaluation and corrective actions.

The following link will give you access to the 2008 NIMS requirements:

<http://www.oes.ca.gov/WebPage/oeswebsite.nsf/Content/EC567CEF09275D928825744100721389?OpenDocument>

Additional information related to implementing this NIMS requirement can be found in the “California Implementation Guidelines for the National Incident Management System (NIMS). The following link can be used to access this guidance document:

<http://www.oes.ca.gov/Operational/OESHome.nsf/ALL/A1E5FBE970586CE088257170005DD9BD?OpenDocument>